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## HAMPSHIRE COUNTY RETIREMENT BOARD MINUTES June 12, 2019

A meeting of the Hampshire County Retirement Board convened on **Wednesday**, **June 12**, **2019** at 99 Industrial Drive, Suite 2, Northampton, MA 01060. The meeting was **called to order** at 9:03 a.m.

**ROLL CALL** showed Chairman Patrick E. Brock, Elected Member Vice Chairman Joseph A. Wilhelm, III, Appointed Member Jane Wolfe, Administrator Mary G. Baronas and Assistant Administrator Patricia M. Rutkowski were present. Appointed Member Joyce Karpinski was absent due to being out of the country.

Upon Mr. Wilhelm's motion and Ms. Wolfe's second, the Board voted 3-0 (Ms. Karpinski's absent) to approve the minutes of May 29, 2019.

The following **DISBURSEMENTS** were reviewed and approved.

\$ 2,410,346.54 <b>Retirement Allowance Payroll,</b> May 2019 (Paid 5/31/20			ny 2019 (Paid 5/31/2019)	
		Annuity	\$435,636.27	
		Pension \$	1,974,710.27	
\$	28,387.17	Staff Payroll, May 2	019.	
\$	5,692.33	<b>Board Member Stip</b>	end, Month of	June 2019.
\$	8,483.12	Hampshire County Group Insurance Trust, July 2019 Health Insurance Premium.		
\$	171.44	ACSA Group Insurance, June 2019 Dental Insurance Premium. (Paid 5/29/2019)		
\$	43.75	Boston Mutual, June	2019 Life Insu	urance Premium. (Paid 5/29/2019)
\$	42.00	AKUITY Technologies, June 2019 O365 Agreement.		
\$	65.00	Berkshire Mountain Spring Water, Water & Cooler.		
\$	380.09	Business Card, Board travel and Medical fees.		
\$	97.11	Columbia Gas of MA, Bill date 5/15/2019.		
\$	527.97	Comcast, For the per	riod of 5/25/201	9 – 6/24/2019. (Paid 5/29/2019)
\$	3,733.00	Conz Street Realty,	Inc., July 2019	Lease.
\$	2,429.82	Govconnection, Inc.	Microsoft Offi	ce 2019. (Paid 5/29/2019)
\$	182.24	<b>Jane Wolfe</b> , Travel e (5/31-6/5)	xpenses for atte	ending the MACRS Annual Conference
\$	2,748.76	<b>Joseph Wilhelm</b> , Travel expenses for attending the NCPERS Annual Conference (5/17 -5/22) and the MACRS Annual Conference (5/31 – 6/5)		
\$	545.20	<b>Lorna DiSantis</b> , Travel expenses for attending the MACRS Annual Conference $(6/1 - 6/5)$		
\$	545.24	<b>Mary Baronas</b> , Trav Conference $(6/1 - 6/5)$		attending the MACRS Annual
\$	494.00	Mass Commercial Cleaning, Inc., May 2019 cleaning services.		

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\$ 811.56	<b>National Grid</b> , Period of 4/23/2019 – 5/22/2019.	
\$ 73.90	Patrick Brock, Supplies at COSTCO.	
\$ 295.34	<b>Patrick Brock</b> , Travel expenses for attending the NPEA Annual Conference (5/7) and the PRIM Board Meeting (5/14)	
\$ 750.00	Purchase Power, Postage. (Paid 5/29/2019)	
\$ 132.16	Staples Credit Plan, Supplies.	
\$ 416.00	The Republican, 1-year subscription.	
\$ 572.96	W.B. Mason Company, Inc., Supplies.	
\$ 506.47	Whalley Computer Associates Inc., April & May Pageconnect.	
\$ 2,786.98	Return of Accumulated deductions received in error for the following members/retirees: R. Buley, M. Dominick, L. Monahan, G. Peterson, B. Roberge.	
\$ 85,747.27	Return of Accumulated deductions for the following inactive members: K. Brunelle, E. De La Cruz, J. Ferron, C. Fournier, J. Jackson, A. McKittrick, D. Watkins.	

The following **PAYMENTS OF RETIREMENT BENEFITS** were reviewed and approved for disbursement:

\$ 10,933.83	<b>Deborah B. Radway</b> , Retroactive payment for the benefit of March 2019 – May 2019.
\$ 7,521.94	<b>Michael T. Szwed</b> , Retroactive payment for the benefit of March 2019 – May 2019.

The following **PAYMENTS TO BENEFICIARIES** were reviewed and approved for disbursement:

\$ 1,946.88	Mark J. Gedmin, Beneficiary of John P. Gedmin Payment for the benefit of
	May 2019.

The list of **PENDING RETIREMENTS** was distributed for Board review.

The following **TRANSFERS** were reviewed. Upon Mr. Wilhelm's motion and Ms. Wolfe's second, the Board voted 3-0 (Ms. Karpinski absent) to approve the following transfers as individually noted:

Tr	ansfer to Mas	sachusetts Teachers' Retirement System
\$	13,201.73	<b>Joelle L. Sanford</b> , transfer with liability acceptance of 5 years 2 months for service with the Amherst/Pelham Regional School District during the period of 8/30/2012 – 8/31/2018.
\$	3,953.57	<b>Sheena M. Morris</b> , transfer with liability acceptance of 2 years 2 months for service with the Town of Hadley during the period of $3/1/2016 - 7/30/2018$ .

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Upon Mr. Wilhelm's motion and Ms. Wolfe's second, the Board voted 3-0 (Ms. Karpinski absent) to accept **9 new members** for June 12, 2019, as summarized:

Group 1	Group 2	Group 4	Total
7	0	2	9
*note: dual or rein members	nstated members n	ot included in cour	nt of new

The following **INVESTMENT & FINANCIAL STATUS REPORTS** were discussed and action was taken as individually noted:

The Board reviewed the **Index Returns** for May 2019.

The Board reviewed the **Investment Custody Reports** for the Months of April 2019 – June 2019.

The Board reviewed the Cash Flow Report & Administrative Budget Report.

Mr. Wilhelm, Ms. Wolfe, and Ms. Baronas reported on the MACRS TEDS and Annual Spring Conference.

Mr. Wilhelm reported on the NCPERS Annual Conference.

The following LEGAL ISSUES were discussed and action was taken as individually noted:

Ms. Baronas reported that deadline for **Brian McGrath** to submit his required submission for his DALA appeal is approaching. Ms. Baronas will contact Attorney James Quirk to inquire if that has been completed.

The following **ADMINISTRATIVE ISSUES** were discussed and action was taken as individually noted:

Ms. Baronas reported that a new copier has been leased and that Microsoft Office 2016 has been installed on all workstations.

Upon Mr. Wilhelm's motion and Ms. Wolfe's second, the Board voted 3-0 (Ms. Karpinski absent) to authorize travel and reimbursement of expenses for the Board Members and Staff Members as determined by the Chairman to attend the **PERAC Emerging Issues Forum**, September 12, 2019.

The following **PERAC Memo/News** were noted as having been distributed, upon their receipt, for Board review.

PERAC Memo #17/2019 - Tobacco Company List

Future Board meetings are scheduled for:

July 10, 2019 – Monthly Board Meeting August 7, 2019 – Monthly Board Meeting

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**Upcoming Events** are noted as follows:

\*PERAC's Emerging Issues Forum, September 12, 2019

\*NPEA 2019 Annual Conference, October 19-23, 2019, Naples, FL

\*IFEBP 65th Annual Employee Benefits Conference, October 20-23, 2019, San Diego, CA

\* Noted programs have been approved by the Board for attendance and expenses.

Upon Ms. Wolfe's motion and Mr. Wilhelm's second, the meeting adjourned at 9:49 a.m.

Respectfully submitted,
Tatricia Tutknishi
Patricia M. Rutkowski, Assistant Administrato

Approved by the Hampshire County Retirement Board:

Patrick E. Brock, Chairman

Joseph A. Wilhelm, III, Vice Chairman

Joyce Karpinski, Appointed Member

Jane Wolfe, Appointed Member